

Quarterly – HPR-V Local Human Rights Committee Meeting Minutes
Monday, January 23, 2006

Norfolk Community Services Board
248 West Bute Street
Norfolk, Virginia

Committee Members Present

Janis Dauer	Samuel Yancey
D'Linda Swanston	Laverne Townes
Thynesis Ricks	Vincent Doheny

Others Present

Reginald Daye, Office of Human Rights
Associate At York, Sharon Gardner
Chesapeake CSB, Melissa Mason
Community Alternatives Inc., Bobbie Hansel
CAI, Doreen McGrotty, Support Secretary
Eastern Shore CSB, Donna Kellam
Fidura & Associates, John Barrett
Heart Havens Inc., Cecilia Davis
Hope House Foundation, Paula Traverse-Charlton
Lucas Lodge, Peggy Fleming, Kerri Ftizpatrick, L. Louise Lucas
Norfolk Community Services Board, Sandi Lee
Portsmouth BHS, Gracie Taylor
Support Services of Virginia, Chip Dodd
Tidewater Regional Group Home, Tim Heiler
Virginia Beach Dept. of Human Services, Dee Keenan

- I. **Call to Order** – Janis Dauer called the meeting to order at 1:03 p.m .
- II. **Minutes** – A quorum was present. The October 24, 2005 minutes were approved with the following corrections: Page 3, 1st paragraph, ***drop the "e" in Kathryn.***
Page 3, 1st paragraph, 1st sentence, "there is no need to report ***death if it was unrelated to services being received.***
- III. **Treasury Report** -Melissa Mason made the treasurer report and said that to date there is \$3,810.88 in the fund. Melissa has written one check for reimbursement of travel and one check for food in the amount of \$33.50 If any member have any travel expenses, ie. Mileage expenses can be reimbursed as well as any training expenses. Melissa can fax a form to anyone who needs it. The treasurers' report was approved by all.

IV. Support Committee Reports

AFILLIATE	INCIDENT REPORTED	SERIOUS INJURIES	DEATHS
Associates at York	0	0	0
Chesapeake Community Services Board	1	2	3
Community Alternative, Inc.	181	3	2
Eastern Shore Community Services Board	0	0	0
Fidura & Associates	1	1	0
Heart Haven	0	0	0
Hope House Foundation	6	3	3
Lucas Lodge	2	1	0
Norfolk Community Services Board	1	7	5
Portsmouth DBHS	1	0	0
Support Services of Virginia, Inc.	2	1	0
Tidewater Regional Group Home Commission	1	0	0
Virginia Beach CSB	17	7	7

Melissa Mason volunteered to rework the form to ensure everyone is reporting the figures for the HPR-V Local Human Rights Committee Provider Report of Allegations/Complaints the same way. Thank you Melissa.

V. Regional Advocate's Report – Reginald Daye

- There is one vacancy on this committee, possibly 2 that should be filled.
- The committee has been very busy and has been through a stressful time with the extra meetings that are not really needed. It is your responsibility to seek out information and bring it to the normal scheduled meeting instead of scheduling separate meetings. Everyone needs to be more careful with time management for everyone's welfare.
- David Wilbur from Eggleston Services will no longer be reporting to this LHRC. They have branched out to start their own HRC.
- Training was given to everyone on the Freedom of Information Act – Statutory Requirements and everyone was provided a copy of the act to read.
- There are plans for a conference/seminar sometime in late summer or early fall for the LHRC/SHRC.

VI. Topics requiring Action

- **Norfolk CSB ACTS Program and Crisis Stabilization.** Temporary affiliation was renewed for the ACTS and Crisis Stabilization programs. Once license comes back notify committee for permanent affiliation.
- **Norfolk CSB (MHRS) Supportive Living Services Program.** It was voted that the committee renew temporary affiliation to this new site until license is attained.
- **Hope House Day Support & Sponsored Residential.** Hope House Programs are by department and have been granted permanent affiliation.
- **VA Beach DMHMRSAS Satellite Office for Case Management.** Case Management is to children in Foster Care. No staff is being added they are using what is already in existence and will be serving 20 additional people.

VII. Next Meeting – April 24, 2006 @ 1:00 p.m.

VIII. Executive Session

Committee went into Executive Session at 2:06 p.m. See attached reports.

IX. Adjournment

The general meeting was adjourned at 1:55 p.m.

Respectively submitted,

Doreen McGrotty – Support Secretary

Attachment I
HPRV Local Human Rights Committee

LHRC Executive/Open Sessions – January 23, 2006

Executive Session

A motion was made, seconded and passed approving the HPRV Local Human Rights Committee to go into executive session pursuant to the Virginia Freedom of Information Act, Section 2.2-3711(A) for the matter relating to:

- *Lucas Lodge Restrictive Plan*

Open Session

A motion was made, seconded and passed to reconvene in open session. Upon reconvening in open session, each member certified that to the best of their knowledge, only matters lawfully exempt from public disclosure were discussed in closed session.

- *It was moved and seconded to approve DJ's restrictive plan. A written report on all five consumers (Mr. R, Mr. P, Mr. W, and Mr. J), sent to the Support Secretary in time for mail-outs, should include the following information: what it is, what it's used for, whether it's been working, if DJ has any objections to wearing the helmet or mittens, etc.. This should be reviewed Quarterly and renewed Annually.*

Executive Session

A motion was made, seconded and passed approving the HPRV Local Human Rights Committee to go into executive session pursuant to the Virginia Freedom of Information Act, Section 2.2-3711(A) for the matter relating to:

- *Next of Friend for Lucas Lodge*

Open Session

A motion was made, seconded and passed to reconvene in open session. Upon reconvening in open session, each member certified that to the best of their knowledge, only matters lawfully exempt from public disclosure were discussed in closed session.

- *It was moved and seconded to assemble a subcommittee for Lucas Lodge Next of Friend for two consumers on January 30th at 11:00 a.m. at Lucas Lodge. DS, SY, JD, and RD will make up the subcommittee. Alternate date is February 6th at 1:00 p.m. at Lucas Lodge.*

Executive Session

A motion was made, seconded and passed approving the HPRV Local Human Rights Committee to go into executive session pursuant to the Virginia Freedom of Information Act, Section 2.2-3711(A) for the matter relating to:

- *Community Alternatives, Inc. Restrictive Plan for EW*

Open Session

A motion was made, seconded and passed to reconvene in open session. Upon reconvening in open session, each member certified that to the best of their knowledge, only matters lawfully exempt from public disclosure were discussed in closed session.

- *It was moved and seconded to approve helmet use until the next quarterly meeting. Also, have a neurologist and behavioral specialist review EW every 6 months. Come back to the next quarterly meeting with the number of incidents and injuries EW has had in the last quarter.*

Respectively submitted,

Doreen McGrotty, Support Secretary